

# CURRENCY EVENTS

## American Society of Military Comptrollers

### Greater Atlanta Chapter

Editor: Leon Roberts/Rhea Paseur

July 2003



#### Letter From the President

It is a great honor to serve as President of the Greater Atlanta Chapter of ASMC. I want to thank COL Kerns and the other outgoing officers for everything they have done for the chapter. They left us in good shape with many great ideas for the coming year. We want to leverage what they have done to achieve even more. I have a few goals for this year.

- I want to continue to find additional ways the chapter can inform, encourage, and assist members with educational and training opportunities. Certainly those of us in the "older generation" have a responsibility to guide you younger soldiers and civilians toward the education you will need. Comptrollership will continue to have a vital roll in keeping our military strong and only through highly educated and trained people will this roll be fulfilled. Our only true legacy will be the health of the organizations we leave behind.

- Last year's mini PDI was a great success. I would like to try to carry it even further.

- We will strive to continually improve the quality of our monthly meetings. We want them to be informative and interesting. There are many speakers who can fit the bill. However, we all know how hard it is to get out of town speakers to Atlanta on the right day. If you have ideas please call me or Susan Warren, the Program Chair.

- I want to find ways to use ASMC to improve our networking within the comptroller community both locally and beyond.

Finally, if you have any ideas for the chapter, please contact me.

Bob White  
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#### A Summary of Ethics Rules that Apply to DoD Employees

By Matt Reres, Deputy General Counsel (Ethics & Fiscal)  
Department of the Army, Office of the Army General Counsel

Each of us has the responsibility to understand the Fourteen Principles of Ethical Conduct for Government Officers and employees and to apply these principles to our activities as DoD employees. These Principles are the foundation of the Standards of Ethical Conduct for the Executive Branch and the Joint Ethics Regulation. Moreover, these Principles establish the minimum standards demanded of each of us who serves the United States. Although the particular ethics rules emanating from the Fourteen Principles are many, it is your individual responsibility to be aware of all of them. Your ethics counselor stands ready to assist you **in advance** of any decision you may make that involves these rules. To assist you in the correct ethical performance of your duties, recommend that you visit the website provided below to sensitize you to those ethics subject topics you should be aware of.

<http://www.hqda.army.mil/ogc/EthicsForArmyLeaders.htm>

**Please Note.** The rules in the CFR (Code of Federal Regulations) apply to all Executive Branch employees. The rules in the JER (Joint Ethics Regulation) apply to all DoD employees. Also, all the rules apply to military officers, enlisted personnel, and civilian employees (except where otherwise stated).

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**Frequent flyer miles.** Prior to 28 Dec 01, frequent flyer miles earned in official travel belonged to the government. On 28 Dec 01, the President signed the FY 2002 DoD Authorization Act (Public Law 107-107). Section 1116 of the Act provides that frequent flyer miles earned in official travel may be kept for personal use. Frequent flyer miles earned in official travel are now the employee's personal property, whether they were earned before, on, or after 28 Dec 01. [JFTR U1200 (A)(1); JTR U1200(A)(1)] IRS Announcement 2002-18 provides that the IRS will disregard tax liability for use of frequent flyer miles earned in official travel, unless they are converted to cash.

**Other travel-related benefits.** If a Federal employee is on official travel and is involuntarily bumped from an overbooked flight, the compensation for the denied seat belongs to the government. [JFTR U1200(B)(2); JTR C1200(B)(2); 59 Comp. Gen. 203 (1980)] However, if a Federal employee is on official travel and voluntarily vacates her seat on an overbooked flight, the compensation belongs to the employee. [JFTR U1200(B)(1); JTR C1200(B)(1)]

**Gifts from outside sources.** Employees are prohibited from soliciting gifts from DoD contractors or other non-Federal organizations (e.g., a local business) in their official capacity. [5 CFR 2635.202(a)(1); 5 CFR 2635.202(c)(2)] Employees generally are prohibited from accepting gifts offered because of their official position or gifts from a "prohibited source" (e.g., a DoD contractor). [5 CFR 2635.202(a)] Nevertheless, there are certain items that employees may accept, such as:

Modest items of food and drink that are exclusive of a meal (e.g., coffee & donuts).

Gifts of \$20 or less in value per occasion (never cash), as long as the total value of the gifts you receive from one source (e.g., one company) is less than \$50 in a calendar year.

Free attendance for you and spouse/guest at a "widely attended gathering" if ethics counselor determines your attendance will further DoD programs or operations. [5 CFR 2635.204(g)]

A gift of personal property from a foreign if the value (in the United States) is \$285 or less. Gifts with value exceeding \$285 belong to the United States.

A travel payment (e.g., a plane ticket) from a non-Federal source, if you will attend a meeting or similar function, away from your duty station, in your official capacity, and your travel-approving authority and ethics counselor approve in advance. Payments of more than \$250 per event must be reported to ethics counselor using the SF 326. [31 USC 1353; 41 CFR Part 304-1]

An employee who will speak at an event in an official capacity may accept free attendance at the event (including a meal) on the day of the speech. [5 CFR 2635.204(g)(1)] If the event is more than one day long, you may be able to accept free attendance at the entire event under the "widely attended gathering" rule. [5 CFR 2635.204(g)(2)]

**Gifts to superiors.** Employees generally are prohibited from giving gifts to their superiors. A superior may advise his/her immediate subordinates that **NO GIFTS** should be given by the subordinates to him/her, thus removing all of the attendant ethics issues arising from gift-giving to a superior. Should, however, the superior elect to receive gifts from subordinates in compliance with the ethics standards, please note the specific exceptions provided below for "occasional gifts" and "special occasion gifts." [5 CFR 2635.304]

**Occasional gifts.** 5 CFR 2635.304(a) provides that employees may give to their superiors, on an occasional basis, any of the following:

- (1) An item or items with a value of \$10 or less (other than cash);
- (2) Food & refreshments that are shared in the office among several employees;
- (3) Personal hospitality provided at a residence, of the type & value the employee normally provides to personal friends (e.g., inviting the neighbors over for dinner); OR
- (4) An item the employee gives when receiving personal hospitality from the superior, of the value normally given on such occasions (e.g., when the superior invites you to dinner).

**Special occasion gifts.** These are gifts for the termination of a superior-subordinate relationship (retirement, separation, resignation, PCS, transfer) or for an infrequently occurring occasion of personal significance (marriage, illness, birth, or adoption of a child). [5 CFR 2635.304(b)] If the gift is from an individual subordinate, it must be "appropriate to the occasion" (there are no dollar limits). [5 CFR 2635.304(b)] Further, if the gift is from a group with one or more subordinates, the gift generally should be less than \$300 in value; no employee may be asked to contribute more than \$10 for the gift, but employees may choose to contribute more than \$10 for the gift. [JER 2-203]

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Visit our Website at

[www.usarc.army.mil/asmc](http://www.usarc.army.mil/asmc)

Or contact Michelle Flaggs-Evans

## Chapter Officers

### Elected Officers:

**President:** Mr. Bob White  
**Executive Vice President:** Ms. Hettie Smith  
**Vice President for Committees:** Ms. Ivonne Reid-Borland  
**Secretary:** Ms. Sue Sheffler  
**Treasurer:** Ms. Teresa Bennett

### Committee Chairs:

**Programs:** Ms. Susan Warren  
 Mini-PDI Ms. Ivonne Reid-Borland

**Publicity:** Mr. Leon Roberts  
 Currency Newsletter Editor Mr. Leon Roberts  
 Photographer Vacant  
 Web-Master Ms. Niki Stewart  
 Member News POC Vacant

**Membership:** Ms. Michelle Flagg-Evans

**Ways and Means:** Ms. Linda Brunson  
 Ms. Beth Pruitt  
 Golf Tournament Mr. Jerome Simmons

**Constitution, By-Laws, Ethics:** Ms. Emma Lankford

**Scholarships and Awards:** Ms. Sue Goodyear  
**Volunteer:** Ms. Jan Heath  
 Ms. Beth Pruitt

**Chapter Competition:** Ms. Trudy Tipton

**Audit:** Mr. Randy Flisck

**Corporate Membership:** Ms. Susan Cole

**Training and Education:** Ms Hettie Smith

## CALENDAR OF EVENTS

AUG	13	Board Meeting
	22	Luncheon Where: The Commons Guest Speaker: Emmanuel Lewis – TV's "Webster"
Sep	17	Board Meeting
	23	Luncheon
Oct	22	Board Meeting
	29	Luncheon
Nov	12	Board Meeting
	19	Luncheon
Dec	10	Board Meeting
Jan	14	Board Meeting
	21	Luncheon
Feb	11	Board Meeting
	18	Luncheon
Apr	14	Board Meeting
	21	Luncheon
May	12	Board Meeting
	19	Luncheon
June	9	Board Meeting
	16	Luncheon
July	14	Board Meeting
	21	Luncheon

## Committee News

### Training & Education, by L. Benedik

We have recently received the new study guide for the CDFM. It is available for "loan" to help you prepare for the exam. If you're thinking about taking the exam – take note: AS OF 1 MARCH 2004 THERE WILL BE A NEW SECTION on ACQUISITION ADDED to the exam. So – if you don't want to have to cram even more for the test – TAKE IT NOW !!

### 2nd Annual Golf Tournament a Success, by Jerome Simmons

The 2nd Annual ASMC/G8 Golf Tournament held at the Fort McPherson Golfer's Club on 1 Aug 03, had a total of 14 Teams/53 golfers. The net earned revenue for the scholarship fund was \$710. Special thanks to all the players who participated. Honorable mention goes out to MAJ Greene, Teresa Bennett, Carolyn Miller, Trudy Tipton, Linda Benedik, and Sylvia Negrón who helped to make entire effort a success.

## Member News

- Maj Geoff Ballou is leaving ARCENT for San Antonio for a training with industry assignment. He's going to be working at USAA for one year, and then will be working in the department of the Chief Financial Officer. In fact, the CFO for USAA is MG (Ret) Joe Robles, who at one time was the Director of Army Budget.
- Ms. Jan Heath received A "by name" mention in a commendation letter from Ms. Pack (ASAFM) – WOW !!
- COL Reagan is retiring – we wish him THE BEST.
- COL Kerns will be taking on the Deputy G8 duties.
- COL Gilleland is new Budget Officer at FORSCOM.

**Soliciting.** Employees may not solicit contributions from other government employees for an “occasional gift.” [5 CFR 2635.304(c)(Ex. 2)] But they may solicit contributions for food and/or refreshments that will be shared in the office among several employees. [5 CFR 2635.304(c)(2)] They may also solicit contributions for a “special occasion gift.” [5 CFR 2635.304(c)(1)] But solicitation from contractors & their employees is prohibited.

**Off-duty employment / outside activities.**

**Off-duty employment.** DoD employees are required to obtain prior written approval of off-duty employment if (1) they are required to file a financial disclosure report (i.e., SF 278 or OGE Form 450) and (2) they will be working for a “prohibited source” (such as a DoD contractor). [JER 2-206a] The general rule is that personnel must obtain prior written approval for off-duty employment (including self-employment and employment during terminal leave).

**Contractor advisory boards.** DoD employees may not serve, in their official capacity, on an advisory board or advisory committee for a defense contractor. Employees who are considering serving as an advisor to a defense contractor in their personal capacity should follow the guidance on this subject in the DoD General Counsel memo dated 7 May 99.

**General/Flag Officers.** General/Flag Officers are prohibited from receiving compensation for serving as an officer or member of the board of any non-Federal entity (other than professional associations and closely-held family entities). Compensated service in the management of closely-held family entities or professional associations must be approved by the applicable Service Secretary. [DepSecDef Ltr, 23 Jul 96.]

**Non-Federal Entities.**

**Participating in an official capacity.** Employees may not participate in an official capacity in the management (e.g., as an officer, director or trustee) of a non-Federal entity without approval by the DoD General Counsel (DoD/GC). [JER 3-202] DoD/GC has stated that, to prevent conflicts of interest, the GC will disapprove service in a management position in a non-Federal entity in an official capacity (except where such service is authorized by law). [10 USC 1033 & 1589] An employee may serve in an official capacity as a DoD Liaison to a non-Federal entity if appointed by the commander. [JER 3-201a] In some instances, General Officers may appoint themselves as a DoD Liaison to a non-Federal entity.

**Participating in a personal capacity.** Employees generally may participate in a non-Federal entity in a personal capacity. [JER 3-300a] One exception is that an employee is prohibited from serving, in a personal capacity, as an officer, member of the Board of Directors, or in any other similar position in a non-Federal entity that is offered to the employee because of his or her DoD assignment or official position. [JER 3-301]

**Endorsement.** Employees are prohibited from officially endorsing non-Federal entities (NFEs), or their products, services, events or enterprises (including conferences and go tournaments). [5 CFR 2635.702(c); JER 3-209] However, employees may use official channels (e.g., letter, flier or fax) to notify other employees of events of common interest sponsored by an NFE. [JER 3-208] Notifications must avoid words of praise for the organization or the event. [DoD/GC Ltr, 28 May 96].

**Events.** An NFE may be allowed to use personnel, facilities & equipment for a non-fundraising event (JER 3-211a), or facilities & equipment for a fundraiser (JER 3-211b).

**Conflict of interest.** It is a crime for an employee to participate (e.g., make a decision, give advice, make a recommendation) in any matter if any of the following individuals has a financial interest in the matter: the employee, the employee’s spouse, the employee’s minor child, the employee’s general partner, or an organization or company in which the employee is serving as an officer, director, trustee, general partner, or employee. [18 USC 208(a); JER 5-301] Also, military officers and civilians (including while on terminal or annual leave) generally are prohibited from representing anyone (other than the United States) before any Federal agency. [18 USC 203 & 205; JER 5-401 & 5-403]

**Conclusion:** What should now be apparent to each of us is the breadth and complexity of the ethics realm. Moreover, we should be aware that the performance of our official duties is linked inextricably to the performance of our ethics responsibilities. Unless we execute our official duties in absolute compliance with these ethics principles, we have in effect failed to perform our official duties in the manner expected of someone who serves the United States. For that reason, we should remind ourselves on a frequent basis of the oath of office that each of us swore to uphold when we raised our right hand and said: **“I will well and faithfully discharge the duties of the office on which I am about to enter.”** Without question, our compliance with the 14 ethics principles is required if we intend to discharge faithfully the duties of our office. As President George W. Bush counseled us as federal employees: “We must always maintain the highest ethical standards. In addition to asking, “What is legal,” we must also ask, “What is right.””

**ASMC MERCHANDISE FOR SALE!**

\$15 each	Folios (the green ones from the Mini PDI)
\$2 each	\$-sign squeezies
\$6 each	T-shirts, white with the ASMC logo in royal blue on the right front side. Sizes small, medium, large, X-large, and XX-large.

The shirts can be embroidered with your name & “Greater Atlanta Chapter” for only \$10. See Hettie Smith for details!

# Meeting Minutes

by Sue Sheffler

Fort McPherson, Georgia 30330

**18 June 2003** - Executive Vice President Mr. Fred Mason called the monthly luncheon of the American Society of Military Comptrollers to order at 1125 hours, at the Commons at Fort McPherson. Chaplain (LTC-P) Smartt, FORSCOM Chaplain, gave the invocation, and Mr. Mason led the Pledge of Allegiance.

After lunch, Mr. Mason introduced the guest speaker, Mr. Wiley Winders, DRM, Installation Management Agency, Southeast Region. Mr. Winders gave an update of the current FY03 budget situation that included BOS funding, SRM funding, and AFH funding. Percentages of funding were based, at least in part, on the "Aim High" (AH) concept, which is not necessarily realistic from a real-world perspective. A lot of SRM dollars had to be reprogrammed this year to cover BOS shortfalls. Some minor Mid Year Review (MYR) UFR funding may be released to the installations, as well as GWOT funds and year-end funding from HQDA staff. Installations need to be prepared to execute late 4<sup>th</sup> qtr.

FY04 funding outlook is grim. BOS is funded at 58% of AH requirements, SRM at 94%, and AFH at 60%. There is not enough in SRM to cover the BOS "must fund" bills. IMA is committed to fixing the problem, but there will be no reprogramming until the funding letter comes down from HQDA. Next FY, FADs will come directly from the IMA to the installations. After the presentation, Mr. Winders answered questions from the audience.

When the presentation was over, Mr. Mason presented Mr. Winders with a certificate of appreciation and informed him that a donation to the scholarship fund will be made in his name.

Old Business – none.

New Business – Sue Goodyear presented MAJ Cates with his ASMC award for Analysis and Evaluation since MAJ Cates was absent from the last meeting.

Mr. Mason welcomed back Mick Simonelli from his tour in Afghanistan and COL Gilliland back from Puerto Rico.

COL Gilleland will be taking COL Kern's place as the Budget Officer for FORSCOM.

Hettie Smith had Mr. Winders draw names for the fundraiser – Sue Goodyear won the "split the pot", which she donated back to the scholarship fund.

The National PDI t-shirt was won by Will Haggray; and the backpack won by Paige Waynick. In all, the fundraiser netted \$38.00.

**22 July 2003** - President COL Kerns called the monthly luncheon of the American Society of Military Comptrollers to order at approximately 1135 hours, at the Commons at Fort McPherson. Rev. Wilma Hastings, USARC IG Office, gave the invocation, and COL Kerns led the Pledge of Allegiance.

After lunch, COL Kerns introduced the guest speaker, MAJ (P) Mick Simonelli, Executive Officer, DCSRM, G8, Forces Command. MAJ (P) Simonelli gave a very interesting presentation on his tour in Afghanistan. His impression of the landscape was that it reminded him of the high desert similar to the High Sierras, that the people were basically friendly and supportive, but that it is still a dangerous place.

He was the first Army comptroller to go to Afghanistan to help the Afghan people stand up their Army, including training, housing, feeding, paying, and clothing the new soldiers. He explained the vast cultural differences of the Afghans and how they have a very "laissez-faire" attitude towards things, believing that 'if it is the will of Allah, it will happen,' which was a hindrance to progress for meetings, coordination, logistics, etc. Also, with 82 dialects, communication, even between the Afghans, was a challenge.

The country is split between the Pashtu and Dari Persian languages, and the illiteracy rate is about 85%. Everything was done on a cash basis, with millions of dollars funding the effort, which is still controlled by the U.S.

At some point, the control will be placed in the Afghan Army's hands, but that has yet to be determined. When the presentation was over, COL Kerns presented MAJ (P) Simonelli with a certificate of appreciation and informed him that a donation to the ASMC scholarship fund will be made in his name.

Old Business – none.

New Business – COL Kerns thanked the outgoing Board of Directors and Committee Chairs, and swore in the incoming Board. Next meeting will be on 22 August, at the Commons. Guest speaker will be Emmanuel Lewis – TV's "Webster". Rev. Hastings drew the winner of the "split the pot" raffle – Trudy Tipton, who won \$25.50. Meeting adjourned at 12:45

## Notice of Disclaimer

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